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August 23, 2002

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To: Community Based Alternatives (CBA)  
Home and Community Support Services (HCSS) Providers

Subject: Long Term Care (LTC)  
Information Letter 02-28  
Dental Treatments for CBA clients

This letter provides information regarding procedural changes to the provision of dental treatments to Community Based Alternatives clients.

Effective September 1, 2002, the following changes must be implemented.

1. When the Home and Community Support Services (HCSS) registered nurse (RN) completes Form 3671E Adaptive Aids/Medical Supplies to request approval for dental treatments, the nurse must include:

- a) an estimate of the cost to cover the initial evaluation visit to the dentist, and
- b) an estimate of the cost of the dental treatment.

These two estimates should be entered separately on Item 28 on Form 3671E. Since both of these amounts are estimates, both amounts should be included on the same Form 3671E, but identified as one estimate for the evaluation and the other estimate for the dental treatment.

2. The HCSS agency should not complete Form 3848, Documentation of Completion of Purchase, when dental treatments are provided. Instead, they must document in the case folder that they contacted the client to verify the client received the dental services and if the client has any concerns or issues with the dental services.

A licensed dentist, that does not have to be a Medicaid enrolled dental provider, must still determine the medical necessity for dental treatments.

Information Letter No. 02-28  
August 23, 2002  
Page 2

Please contact your contract manager if you have any questions regarding this information letter. Contract managers should call Gerardo Cantu at 512-438-3693 if they have questions regarding this information letter.

Sincerely,

*Signature on file*

Becky Beechinor  
Assistant Deputy Commissioner  
Long Term Care Services

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